

MONTANA
Noxious Weed Trust Fund
Grant Program

2008 Guidelines
(One year application only)

➔ See page 1-08 for a list of the new changes ➔

ALL Grant Applications must be
Postmarked by:
DECEMBER 3, 2007

SUBMIT – 1 Original grant proposal, 16 copies, and electronic copy
on a CD to:

Montana Department of Agriculture
Agricultural Sciences Division
Noxious Weed Section
P.O. Box 200201
Helena, MT 59620-0201
Telephone: 406-444-5400

Technical Assistance Available From:

Dave Burch, State Weed Coordinator
Kim Johnson, NWTF Grant Coordinator
Tonda Moon, Weed Specialist
Carol Bearden, Weed Program Specialist

Guidelines
Approved for:
July, 2007
through
June, 2008



TABLE OF CONTENTS

	Page
Introduction	1-08
New Changes	1-08
APPENDIX A: Required Grant Format & Forms	2-08
Required Format for Grant Proposals	3-08
Application Check List	with Original Application
Grant Application – Cover Page	Application – Page 1
Cooperators/Agency List	Application – Page 2
Budget Form – Grant and Matching Funds	Application – Page 3
Herbicide & Application Cost Summary Sheet	Application – Page 4
Seed & Application Cost Summary Sheet	Application – Page 5
Instructions for: Herbicide and Application Cost Summary Sheet	
Environmental Assessment Worksheets	
APPENDIX B: Environmental Information Resources	20-08
General Vegetation Type	22-08
Soils Type	22-08
Surface and Groundwater	22-08
Aesthetic Values	23-08
Air Quality	23-08
Demands on Water, Air, and Energy	23-08
Fish and Wildlife Species	23-08
Threatened, Endangered or Sensitive Species	24-08
Historical and Archeological Sites	24-08
APPENDIX C: Specific Requirements for Project Proposals	25-08
Grant Hearings	26-08
All Grant Proposals	26-08
New Grant Proposals	27-08
Continuing and Previously Funded Grant Proposals	27-08
Local Cooperative Weed Management Projects	28-08
Education and Research Projects	30-08
APPENDIX D: Additional Grant Information	31-08
A Guide to Successful Grant Applications	32-08
Important Points to Remember	32-08
Special General Funding	33-08
Cooperative Forestry Assistance Funding	33-08

Please Note: An electronic version of the grant guidelines and application forms can be found on the Montana Department of Agriculture website at <http://www.agr.mt.gov> and at the Montana Weed Control Association website at <http://www.mtweed.org>. A link for the Excel version of the application is provided from these websites.

MONTANA NOXIOUS WEED GRANT PROGRAM

Introduction

The Montana Noxious Weed Trust Fund grant program was established by the 1985 Montana Legislature to provide funding for the development and implementation of weed management programs; provide for research and development of innovative weed management techniques, including biological control; and to support educational, cropland and other weed research projects that benefit Montana citizens. The grant program is designed to assist counties, local communities, researchers, and educators in their efforts to solve a variety of weed problems in Montana. All grant applications and proposals should complement and enhance the Montana Weed Management Plan. The Montana Weed Management Plan can be found at www.mtweed.org, www.agr.mt.gov or from the Department of Agriculture - Noxious Weed Section by calling 406-444-5400.

The program provides cost-share funding for local cooperative weed management areas, education and research projects, including non-chemical research and demonstration programs. These grant guidelines give specific instructions on how to apply for the funds. Funding is generally through a government entity (local weed district, conservation district, extension office, or university). Assistance in writing a grant proposal is provided through your local weed district, extension office or conservation district. If you need additional assistance or have questions, please contact the Montana Department of Agriculture - Noxious Weed Section at 406-444-5400.

Funding available for fiscal year 2008 grants is estimated to be:

NWTF Regular Grant Funding - \$1,800,000*

Special General Funding - \$101,337

Cooperative Forestry Assistance - \$630,000

*Final figure determined by the Department of Revenue based on registered vehicles in Montana.

New Changes:

1. Submit an electronic copy of the grant proposal with one original and 16 copies.
2. Grant dollar cap of **\$75,000/application** (not total project cost).
3. The *contact person* is now called the ***project coordinator***.
4. Grant Funds and Matching Funds Budget sheets are combined into one page (no separate budget sheets).
5. **NO** grant administration fee for Trust Fund projects.
6. The Trust Fund will not fund herbicide cost share for cropland practices.
7. Reseeding efforts for alfalfa fields, grain for wildlife habitat, or any other cropland situations will not be funded.
8. Project sponsors must comply with Montana's Prevailing Wage Law regarding wages in excess of \$25,000 that are paid to project contractors.
9. Grant hearings will begin at 1:00 pm on Monday, March 3 - 7, 2008.
10. Cooperators/Agency List – list who sent you letters of support, do not send the letters.

All grant applications must be postmarked by ***December 3, 2007***. The grant hearings will be held ***March 3-7, 2008 in Billings, MT***. Grant applicants will be notified of the facility, date, and time of their presentation after the application deadline.

APPENDIX A:

Noxious Weed Trust Fund Grant Program

REQUIRED GRANT FORMAT AND FORMS

Required Format For Grant Proposals

**PLEASE SUBMIT THE COMPLETED APPLICATION IN THE FOLLOWING ORDER:
Number all pages sequentially.**

I. Cover Page (Form NW-1A)

Please do not attach any type of cover page or other material on top of this application form. Please do not bind the pages. Staple the grant application in the upper left hand corner only. The Council reviews a large number of applications and having all applications in the same order, with the application form as the top page, helps the Council find needed information for each proposal in a timely manner. **Please use white paper only.**

Project Coordinator – is the person who will receive all correspondence from the Department of Agriculture, which includes grant contract, revised budget forms, and request for payment forms. This person will be responsible for submitting the spring and fall narrative reports along with photo-points of the project area. The project coordinator will need to keep the project on task and if the project needs an extension, for one year, will be the person to request this from the department.

NOTE: Grant money requested from the Trust Fund program cannot exceed \$75,000/application. Matching dollars and total project cost do not have set limit amounts for Trust Fund projects.

CHECK APPROPRIATE BOXES ON COVER SHEET IF APPLYING FOR:

- ☒ **Special General Funding or** (see page 33-08)
- ☒ **Cooperative Forestry Assistance** (see page 33-08)

II. Cooperator/Agency List

List grant participants and agencies involved in the grant project area. Make additional copies if you need more room for the cooperators. Also, list the person or group that sent you a letter of support. Do not send the letters with the application.

III. Budget

Budget Detail Form:

NW-2A - Requested Grant Funding and Matching Funds in Actual Dollars

There is only one page for the budget of your project. Do not include any in-kind match.

NOTE: No grant administration fee for Trust Fund projects.

Round all figures to the nearest dollar.

1) Expense Category:

- ☒ Salaries and Benefits – for research projects.
- ☒ Contracted Services – for commercial applicator work or hired contractor for the project (mapping, surveying, education, sheep herder, etc.).
- ☒ Supplies & Materials – for herbicides applied by the landowner, educational materials, and other supplies. (not commercial applicator herbicide cost)
- ☒ Communications – for phones, large mailings, etc.
- ☒ Travel – for traveling to and from research plots, project areas, etc.
- ☒ Equipment – for project equipment needed to enable landowners to control their noxious weeds. The equipment purchased will belong to the project sponsor at the end of the project.
- ☒ Other Expenses – expenses not in the above categories.

2) Financial Narrative:

- ☒ Salaries and Benefits – define the number of staff and how those staff members will get funded. Example: Research tech – \$2,650 for 6 weeks of lab testing.
- ☒ Contracted Services – the dollar amount for this category should come from the Herbicide and Application Cost Summary sheet for commercial application cost share (the total from column J). Keep the herbicide and application costs together in contracted services for commercial application. Example: commercial application for 6 landowners \$4,225.
- ☒ Supplies & Materials – for herbicides applied by the landowner. The dollar amount for this category should come from the Herbicide and Application Cost Summary sheet for private application cost share (the total from column H). Example: herbicide cost share for 22 landowners \$13,600.
- ☒ Communications, Travel, Equipment, and Other Expenses – provide detail on how many mailings and the cost, how many miles will be traveled at what mileage rate for a total cost, what type of equipment will be purchased and the cost, and any other detail that would be helpful for the Advisory Council.

Describe actual **matching funds** and their sources. Examples – MT Department of Transportation - \$2,000; 13 landowners - \$5,500; railroad - \$500; etc. Please keep the new budget detail form to one page. If you need more space for all the matching funds detail please use additional paper.

NOTE: Project sponsors must be sure that Montana's Prevailing Wage Law is followed regarding wages in excess of \$25,000 that are paid to project contractors. Contact your county attorney, or a Prevailing Wage Compliance Officer at the Labor Standard Bureau (800-541-3904 or 406-444-4503) to ensure full compliance.

IV. Herbicide and Application Costs (Form NW-3A) Summarize for all cooperators
Round all figures to the nearest dollar.

The following must be addressed on Form NW-3A

1. herbicide(s) name
2. surfactant(s) name
3. dye name
4. acres to be treated
5. rates per acre
6. noxious weeds to be treated
7. type of application (aerial, ground broadcast, or ground spot treatment)
8. herbicide costs per acre
9. application costs per acre
10. total herbicide and application costs per acre
11. total acres in the project and total acres to be treated.

NOTE: The Trust Fund will not fund herbicide for cropland practices. The Noxious Weed Management Advisory Council recommends purchasing herbicide through the state contract if your county allows purchasing outside the county. The prices set for the state contract on herbicides will be the base for herbicide cost for Trust Fund projects. The state contract for herbicides is on the web at <http://gsd.mt.gov/procurement/termcontracts.asp>.

V. Seed and Application Costs (Form NW-3B) Summarize for all cooperators

Round all figures to the nearest dollar.

The Trust Fund provides cost share for reseeding areas after weed control to establish desirable vegetation and good competition for the treated area. The Trust Fund program **will not** fund reseeding efforts for alfalfa fields, grain for wildlife habitat, or any other cropland situations. Please explain the specific types of grass and/or forbs in the seed mixture in the written part of the grant application under “Plan of Work”. Then you can just use the seed mix name on the seed and application form.

The following must be addressed on Form NW-3B

1. seed mixture to be used
2. rate/acre
3. cost of seed/acre
4. acres to be reseeded
5. type of application (aerial, ground broadcast, or hand application)
6. cost of application/acre if a hired contractor will used to reseed the area.

VI. Description of the Project

- A. Project Title and Sponsor
- B. Introduction
 - 1) *History*: Brief history and magnitude of the problem. Why is the project important?
 - 2) *Purpose*: What is the desired outcome of this project? What will happen if nothing is done?
 - 3) *Cooperative Participation*: Explain how long the cooperators have been working together? What they have accomplished? What activities they will complete that are not covered by this grant?
 - 4) *Location of Project Area*: Please include the legal description on each map, including township, range and section of the area. Use of the NRIS website, <http://maps2.nris.mt.gov/mapper> is recommended.
 - 5) *Benefits*: Identify potential benefits to the area and to the state. Explain how this project supports the **state and county weed management plans**.
 - 6) *Funding Options*: If applying for the below funding check the appropriate box:
 - ☒ Special General Funding – for the mitigation of Department of Fish, Wildlife & Parks activities on private or state lands and specifically explain the impacts to be mitigated.
 - ☒ Cooperative Forestry Assistance – explain how your project fits the criteria found on page 33-08.

VII. Specific Objectives and Methodology

- A. Describe the specific objectives of your project. Objectives should be measurable and timed based, such as, eradicate new weed species by the end of the project or will reduce established weed species by 25% by the end of the project, etc.
- B. Plan of Work (**BE SPECIFIC**)
 - 1) *Control Measures*: include all methods of treatment, rates and timing of herbicides, grazing management plans, use of cultural, mechanical, and/or specific biological control agents.

- 2) *Education Programs*: describe how you will educate the public in your area about your project, including radio, TV, tours, demonstration areas, workshops on sprayer calibration, printed materials, etc.
- 3) *In-Kind Activities*: provide a narrative describing planned in-kind contributions, such as landowner labor and equipment use for spraying and agency labor that would be equivalent to in-kind matching to be used in the grant project.
- 4) *Data Analysis*: If specific data is to be collected, how will the collected data be analyzed? [Research projects only]

C. Evaluation

Describe how you will monitor and measure the success of this project. Examples of monitoring may include photo points, vegetation surveys, AUM Analyzer, pounds of usable forage, etc.

VIII. Time Schedule

- A. Describe the time schedule for beginning and completing major phases of the project.
- B. In the case of local cooperative weed management programs, outline a long-term commitment for management of the target weed species in the project area.

IX. Project Area Map

- A. Local cooperative projects require a map that includes the following:
 - 1) Project boundaries in conjunction with county boundaries.
 - 2) Legal description including Section; Township; Range.
 - 3) Landownership – private, state, federal etc.
 - 4) Location of weed infestation and type of noxious weed.
 - 5) A legend that describes any mark, color, or symbol used on the map.

To assist the Advisory Council's understanding of your project location, please provide all required map information using the NRIS website – <http://maps2.nris.mt.gov/mapper>

X. Supporting Documents (may include)

- A. Subcontract Agreements
- B. Property Easements
- C. Documents of Previous Work

XI. Environmental Assessment (include with original grant application only)

- A. *Environmental Assessment Worksheets*: specifically address **mitigation** (reducing the impact) for all environmental factors outlined in the worksheets at the end of Appendix A. Include potential impacts from herbicide use, grazing, burning, tillage, revegetation, and other weed management techniques. (*Required for new local cooperative projects with herbicide use.*)

[The MDA will complete a Departmental Environmental Assessment on each project requiring that it be based on the information provided. Incomplete environmental information will delay the acceptance or processing of your grant application.]

NWTF APPLICATION CHECK LIST - 2008

Sign and attach it to the **front** of the **original** grant application **only**.
Do not attach this check list to grant application copies.

Completed		
Y	N	
		Application Cover Page completed, (Form NW-1A) signed in blue ink, and it is the top page of your proposal.
		Cooperator/Agency List completed. (Form NW-1B)
		Budget Detail/Financial Page (Form NW-2A) completed. No in-kind match on this page.
		Herbicide and Application Cost Summary Sheet (Form NW-3A) completed. Important: include total acres in project, total acres being targeted for treatment, and total acres of weeds by species.
		Seed and Application Cost Summary Sheet (Form NW-3B) if applicable.
Boxes	Check	NEW GRANT: Written project proposal – all required information outlined in pages 3-08 through 6-08. <input type="checkbox"/> Description of the Project: <i>Purpose, Coop Participation, Location, Benefits, Funding Options.</i> <input type="checkbox"/> Specific Objectives and Methodology (page 4-08): <i>Project Objectives, Plan of Work, Evaluation.</i> <input type="checkbox"/> Time Schedule <input type="checkbox"/> Supporting Documents (if applicable)
Boxes	Check	CONTINUING/PREVIOUS GRANT: Written project proposal – all required information outlined in pages 3-08 through 6-08. <input type="checkbox"/> Project History <input type="checkbox"/> Activities Completed to Date <input type="checkbox"/> Specific Objectives and Methodology (page 5-08): <i>Project Objectives, Plan of Work, Evaluation.</i> <input type="checkbox"/> Time Schedule
		A map of the project area showing landownership and project location in conjunction with county boundaries, with complete legal descriptions and identifying weed types and locations, include a legend.
		All pages numbered sequentially.
Required Environmental Information: (include 1 copy of each of the below items with the <u>original</u> grant application <u>only</u>)		
Boxes	Check	ENVIRONMENTAL ASSESSMENT WORKSHEETS – completed with description and mitigation of: <input type="checkbox"/> General Vegetation Type <input type="checkbox"/> Soils Type <input type="checkbox"/> Surface and Groundwater <input type="checkbox"/> Aesthetic Values <input type="checkbox"/> Air Quality <input type="checkbox"/> Demands on Water, Air, and Energy <input type="checkbox"/> Fish & Wildlife Species <input type="checkbox"/> Threatened, Endangered or Sensitive Species <input type="checkbox"/> Historical and Archeological Sites
		MAPS
		<i>Surface and Groundwater</i> – A map showing the location of wells with depths of 50 feet or less.
		<i>Soils Type</i> – A readable soils map with legal descriptions and project boundaries.
		<i>Threatened & Endangered Species</i> – A map showing the location of threatened, endangered, sensitive species.
		LETTERS
		A letter from the Montana Natural Heritage Program listing sensitive, threatened, or endangered species found in the project area.
		A letter from the Montana Historical Society or a local historical society listing any historical or archeological sites in the project area.
		LISTS
		A list of well locations in the project area.
		A list of Fish and Wildlife Species in the project area.
		A list of Threatened, Endangered or Sensitive Species in the project area.

Applicant Signature (use blue ink)

Date

Montana Noxious Weed Trust Fund Grant Program

APPLICATION - COVER PAGE - 2008

Form NW-1A (6-07)

Good for the Period July 2007 through June 2008 – (one year funding only)

Project Coordinator	E-mail Address	Phone Number
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Address: Street or Box	City	State	Zip Code	County
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Project Sponsor	E-mail Address	Phone Number
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Address: Street or Box	City	State	Zip Code	County
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Presenter for the Noxious Weed Trust Fund Hearings (March 3-7, 2008): _____

\$		\$	\$	\$	\$
Weed Budget-1Mill	Mills Levied	Total Mill Levy	General Fund	Other Revenues	Total Weed Control Budget

NWTF Grants should not be considered as Other Revenues

PROJECT INFORMATION (Do not reference project write-up, this section must be completed.)

Project Title:
Brief Project Description:

Project Type (check one):

Is This Project Also:

Local Coop:	Education:	Research:		Mapping:	Grazing:	Biological:
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APPLYING FOR:

Special General Funding:

Yes ☐ No ☐ See page 33-08 of the grant guidelines.

Cooperative Forestry Assistance Funding:

Yes ☐ No ☐ See page 33-08 of the grant guidelines.

How many years will this project require Trust Fund support?

One ☐; Two ☐; Three ☐; Four ☐; other _____

Current Grant Request:

<i>ROUND TO THE NEAREST DOLLAR</i>	2008 Grant Budget
Total Grant Funds \$75,000 maximum	\$
Total Matching Funds	\$
TOTAL PROJECT COST	\$

Have you had previous funding for this project? If so, please list MDA grant number, amount received, and total NWTF funding.

MDA #	\$	MDA #	\$	MDA #	\$
MDA #	\$	MDA #	\$	MDA #	\$
MDA #	\$	MDA #	\$	Total Amount Funded	\$

Signature (use blue ink)

Title of Authorized Representative

Date

COOPERATORS/AGENCY LIST

Cooperators/Agency	Cooperators/Agency	Letters of Support
EXAMPLE: John Doe		List supporter names below:

List all grant participant names and cooperating agencies in your project area.

BUDGET DETAIL/FINANCIAL NARRATIVE
GRANT FUNDS and MATCHING FUNDS – 2008

Form NW-2A (6-07)
(NO In-Kind Match)

(Actual dollar amounts only)

Expense Category	Grant Funds	Matching Funds	Financial Narrative - Be Specific (see page 4-08 for Examples)
Salaries (Research Projects)	\$ (Grant funds)		
		\$ (Matching)	
Benefits (Research Projects)	\$ (Grant funds)		
		\$ (Matching)	
Contracted Services	\$ (Grant funds)		
		\$ (Matching)	
Supplies & Materials	\$ (Grant funds)		
		\$ (Matching)	
Communications	\$ (Grant funds)		
		\$ (Matching)	
Travel	\$ (Grant funds)		
		\$ (Matching)	
Equipment	\$ (Grant funds)		
		\$ (Matching)	
Other Expenses	\$ (Grant funds)		
		\$ (Matching)	
TOTALS	\$	\$	TRANSFER TOTALS TO COVER PAGE (FORM NW-1A)

HERBICIDE AND APPLICATION COST SUMMARY SHEET

Private Application Cost Sheet

A Product Name	B Rate Per Acre	C Application Type	D Weed(s) to be Treated	E Product Cost/Acre	F Acres Treated	G Total \$ Amount	H 50% Cost Share
<i>Example</i> Tordon + 2,4-D	1 qt each	2	7	\$25	400	\$10,000	\$5,000

Commercial Application Cost Sheet

A Product Name	B Rate Per Acre	C Application Type	D Weed(s) to be Treated	E Product Cost/Acre	F Application Cost/Acre	G Total E & F	H Acres Treated	I Total \$ Amount	J 50% Cost Share
<i>Example</i> Tordon + 2,4-D	1 qt each	2	7	\$25	\$15	\$40	400	\$16,000	\$8,000

Total Acres in Project: Total Acres Treated by Private Applicator: Total Acres Treated by Commercial Applicator: Total Treated Acres in Project:

CODE LIST FOR APPLICATION TYPE (use in column C)

1. Aerial
2. Ground Broadcast
3. Spot Treatment
4. Other: _____

CODE LIST FOR WEEDS List all that apply (use in column D)

- | | | |
|---------------------------|------------------------|---------------------------|
| 1. Spotted Knapweed | 10. St. Johnswort | 19. Orange Hawkweed |
| 2. Diffuse Knapweed | 11. Sulfur Cinquefoil | 20. Tall Buttercup |
| 3. Russian Knapweed | 12. Common Tansy | 21. Tamarisk (Saltcedar) |
| 4. Canada Thistle | 13. Ox-Eye Daisy | 22. Perennial Pepperweed |
| 5. Field Bindweed | 14. Houndstongue | 23. Yellow Starthistle |
| 6. Hoary Cress (Whitetop) | 15. Dyers Woad | 24. Common Crupina |
| 7. Leafy Spurge | 16. Purple Loosestrife | 25. Rush Skeletonweed |
| 8. Dalmatian Toadflax | 17. Tansy Ragwort | 26. Yellow Flag Iris |
| 9. Yellow Toadflax | 18. Meadow Hawkweed | 27. Eurasian Watermilfoil |
| 28. Other (specify) _____ | | |

One Year Funding: 2008

SEED AND APPLICATION COST SUMMARY SHEET**Landowner Reseed Application Cost Sheet**

A	B	C	D	E	F	G
Seed Mixture to be Used	Rate/Acre	Type of Application (see code list below)	Seed Cost/Acre	Acres to be Seeded	Total Amount (Multiply E x F)	50% Cost Share
(Example) Great Northern seed mix	15 Lbs/Acre	2	\$40.00/Acre	75 Acres	\$3,000	\$1,500

Commercial Reseed Application Cost Sheet

A	B	C	D	E	F	G	H	I
Seed Mixture to be Used	Rate/ Acre	Type of Application (see code list below)	Seed Cost/Acre	Application Cost/Acre	Total D&E	Acres to be Seeded	Total Amount (Multiply F x G)	50% Cost Share
(Example) Great Northern	15 Lbs/Ac	2	\$40	\$10	\$50	75	\$3,750	\$1,875

**CODE LIST FOR
APPLICATION TYPE**
(use in column D)

1. Aerial
2. Ground Broadcast
3. Spot Treatment
4. Other: _____

Total acres in project:

Total acres targeted for seeding:

One Year Funding: 2008

Instructions for Completing Herbicide and Application Cost Summary Sheet (Form NW-3A) WORD FORM INSTRUCTIONS

Private Application Cost Sheet, the top portion on the *Herbicide and Application Cost Summary Sheet* is ***used if private landowners will be applying herbicides themselves.***

Column A: List each product that will be applied to the project area by the landowner.

Column B: List the rate per acre at which the product will be applied (i.e. 1 pint, 1 quart, etc.)

Column C: Using the code numbers (1-4) from the Code List for Application, list the method that will be used to apply the product.

Column D: Using the code numbers (1-28) from the Code List for Weeds, list the weed(s) in the project area that will be treated. If a county listed noxious weed is to be controlled, please specify the weed name.

Column E: List the dollar amount that the product will cost per acre.

Column F: List the total number of acres that will be treated in the project area.

Column G: Multiply the number of acres to be treated (Column F) by the cost per acre (Column E).

Column H: Divide the amount in Column G by 2.

Commercial Application Cost Sheet, the lower portion on the *Herbicide and Application Cost Summary Sheet* is ***used if commercial applicators will be applying the herbicides.***

Column A: List the products that will be applied to the project area by the commercial applicator.

Column B: List the rate per acre at which the product will be applied (i.e. 1 pint, 1 quart, etc.)

Column C: Using the code numbers (1-4) from the Code List for Application, list the method that will be used to apply the product.

Column D: Using the code numbers (1-28) from the Code List for Weeds, list the weed(s) in the project area that will be treated. If a county listed noxious weed is to be controlled, please specify the weed name.

Column E: List the dollar amount that the product will cost per acre.

Column F: List the dollar amount that it will cost to apply the product per acre.

Column G: To calculate the amount per acre cost, add the herbicide cost per acre (Column E) and the application cost per acre (Column F).

Column H: List the total number of acres that will be treated in the project area.

Column I: To calculate the total amount for the project multiply Column G by Column H, this will give you the total cost for the products and application cost.

Column J: Divide the figure in Column I by 2, this will give you your 50% cost-share. This figure should be listed on Form NW-2A in the Contracted Services line.

Do Not Include with Grant Application

ENVIRONMENTAL ASSESSMENT WORKSHEETS

Please answer each question on this worksheet. Use additional pages if needed.

- 1) **GENERAL VEGETATION TYPE:** This section should address impacts on non-target vegetation in the project area.
- a. Describe the general type of vegetation that is present in the project area such as forest, grassland, shrub/grassland, pasture, cropland or residential. Identify non-target vegetation of concern.
 - b. Herbicide applications, grazing, burning, and mechanical control methods all may impact non-target vegetation. Please describe how these effects will be mitigated.

DESCRIPTION:

MITIGATION:

2) **SOILS:** This section should address the types of soils in the project area.

Submit a soils map and a description of the major soils within the project area. Include a legend and outline the project area on the map.

Some types of soils are susceptible to herbicide leaching or erosion due to mowing or grazing, etc. If there are vulnerable soils in the project area list them, highlight them on the map, and address the practices that will be used to mitigate impacts.

DESCRIPTION:

MITIGATION:

- 3) **SURFACE AND GROUND WATER:** This section should address potential impacts to water in the project area.

Identify and describe the types of surface water found in the project area, i.e., ponds, wetlands, lakes, intermittent streams, and/or perennial streams. Provide practices that will be used to mitigate impacts to surface waters in the project area.

Submit a map showing the locations of wells less than 50 feet deep in the project area. Areas with wells less than 50 feet deep generally indicate that there is shallow ground water in the area which may be vulnerable to herbicide leaching. If there are any known areas with shallow ground water that do not have any well information, highlight or describe these areas as well. Provide practices that will be used to mitigate herbicide leaching in areas with shallow ground water.

In addition, provide mitigation efforts that will be used to protect all well heads in the project area from potential impacts (i.e., well head protection plan).

DESCRIPTION:

MITIGATION:

4) **AESTHETIC VALUES:** This section should address impacts on aesthetic values in the project area.

- a. Aesthetics can be defined as a pleasing appearance or effect as seen or perceived by an individual. Determine what is aesthetically pleasing about the project and describe what the impacts of herbicide, burning, grazing, mowing, or other weed control practices will have and address how these impacts will be mitigated.

DESCRIPTION:

MITIGATION:

5) **AIR QUALITY:** This section should address the impacts on air quality in the project area.

- a. Please describe how the air quality in the project area may be impacted and how these impacts will be mitigated. (For example, if burning or soil tillage operations will be used, describe how you would prevent or lessen the impact of the smoke or dust; for herbicide operations include a similar statement in your description: "*herbicide applications do effect the air quality on a temporary basis*" and explain how you will lessen the effects of drift including wind and temperature (volatility of the herbicide).

DESCRIPTION:

MITIGATION:

6) **DEMANDS ON WATER, AIR, & ENERGY:** This section should address demands on water, air and energy in the project area.

- a. The proposed project could make increased demands on the environmental resources of water, air, and energy. Please discuss these effects and address how they will be mitigated.

DESCRIPTION:

MITIGATION:

7) **FISH AND WILDLIFE HABITAT:** This section should address the potential for effects from weed control actions on fish and wildlife habitat in the project area.

- a. Describe how the use of a herbicide, grazing, tillage, or other control actions for noxious weed management will affect the habitat of a fish or wildlife species currently using the project area. Please include a list of fish and wildlife species in the project. (The effect of the control action may be negative, positive or neutral. Species that might be affected include big game species such as elk and antelope, upland game birds such as sage grouse and sharp-tail grouse, and non-game birds such as long-billed curlew, western meadowlark, and sage thrasher.)

DESCRIPTION:

MITIGATION:

- 8) **THREATENED, ENDANGERED, OR SENSITIVE SPECIES:** This section should address effects on species listed under the Federal Endangered Species Act (ESA) or species listed as sensitive by the Montana Natural Heritage Program (NHP) in the project area.

Submit a letter, a list of Threatened, Endangered or Sensitive species, and a map from the Natural Heritage Program (NHP) that shows the presence of TES species or their absence in relationship to weed control sites.

- a. If a Threatened, Endangered or Sensitive (TES) species of plant or animal occurs on or near a project area, will the use of a herbicide, grazing, tillage, or other control action for noxious weed management have an adverse, positive, or neutral effect? Provide a discussion of mitigating measures that will be used to prevent or reduce the impact of weed control activities to TES species.
- b. Describe how project participants will be trained to recognize TES species that occur in or near the project area and understand actions required to avoid adverse effects.

DESCRIPTION:

MITIGATION:

- 9) **HISTORICAL AND ARCHEOLOGICAL SITES:** This section should address impacts on historical and archeological resources in the project area.

A local historical society or the Montana Historical Society should be able to provide information on local features of historical or archeological importance to the area. Please provide a letter from either of these sources with the information they provided.

- a. Burning and some mechanical weed control methods may cause impacts to historical and archeological sites. Please indicate how these impacts will be mitigated.

DESCRIPTION:

MITIGATION:

APPENDIX B:

Noxious Weed Trust Fund Grant Program

ENVIRONMENTAL INFORMATION RESOURCES

Environmental information should be submitted only with the original grant application. Additional copies of the environmental information are not required. All potential impacts should have a statement explaining how these impacts will be **MITIGATED**. Mitigation statements must be included on the Environmental Assessment Worksheets.

Assistance in developing this information can be requested through the Noxious Weed Program with the Montana Department of Agriculture (406-444-5400). Contact any of the resource agencies listed for additional help in completing this information. Resource staff time may be limited, so ***start early***.

When submitting environmental information, please use the Environmental Assessment Worksheets at the end of Appendix A. Requirements for Environmental Information from the Noxious Weed Trust Fund Final Programmatic Environmental Impact Statement [May, 1992] include:

Chemical Weed Control Programs

1. *Vegetation Type:* General description of the vegetation in the project area, such as range, grasslands, forestlands; dominant species in the project area.
2. *Soil Type:* General description of the ***major*** soils within the project area.
3. *Water Resources:* Surface watercourses [include on a map]; ground water information, including depth to ground water; location of springs, domestic water supplies, existing wells, and wetlands (include on a map); and water use.
4. *Aesthetic Values:* Description of impacts on aesthetic values in the project area.
5. *Air Quality:* Description of impacts on air quality in the project area.
6. *Demands on Water, Air, and Energy:* Describe the increased demands on the environmental resources.
7. *Fish and Wildlife Habitat:* General description of big game use of the project area, including critical habitat such as elk calving areas, big horn sheep range, and winter range; presence of bird species of concern, such as bald eagles, peregrine falcons, or other listed species; and streams with high fisheries values.
8. *Threatened, Endangered or Sensitive (TES) Species:* Description of effects from weed control actions on TES Species.
9. *Historical and Archeological Sites:* Description of impacts on historical and archeological resources in the project area.

Use of the NRIS website, <http://maps2.nris.mt.gov/mapper> is recommended.

Non-Chemical Weed Control Programs (sheep/goat grazing, mechanical, and cultural projects)

1. *Vegetation Types:* General description of the vegetation in the project area, such as range, grasslands, forestlands; dominant species in the project area.
2. *Fish and Wildlife Habitat:* General description of big game use of the project area, including critical habitat such as elk calving areas, big horn sheep range, and winter range; presence of bird species of concern, such as bald eagles, peregrine falcons, or other listed species; and streams with high fisheries values.
3. *Historical and Archeological Sites:* Description of impacts on historical and archeological resources in the project area. (if tilling or burning is proposed)

Education and/or Research Programs

These programs do not require submission of environmental information. Projects, which propose research activities, must comply with Federal Insecticide, Fungicide, Rodenticide Act (FIFRA) regulations concerning proper experimental procedure.

In all cases, you may contact your local county weed district, local county extension agent, local conservation district, Natural Resource Conservation Service (formerly SCS), and Montana State University for additional help.

- 1) **GENERAL VEGETATION TYPE:** This section should address impacts on non-target vegetation and terrestrial and aquatic life and habitats.

Describe the general type of vegetation that is present in the project area (forest, grassland, shrub/grassland, pasture, cropland, residential). Identify non-target vegetation of concern. Discuss any mitigating practices to prevent or limit adverse affects to sensitive terrestrial and aquatic life and habitats. Include any sensitive, threatened, or endangered plant species found in the project area. Herbicide applications, grazing, burning, and mechanical control methods all may impact non-target vegetation. Please describe how these effects will be mitigated.

Resources:

MT Natural Heritage Program
1515 East 6th Ave.
P.O. Box 201800
Helena, MT 59620-1800
Phone: 406-444-3009
Contact: Allan Cox

Local County Extension Office
Local Conservation District
U.S. Forest Service (local office)
Bureau of Land Management (local office)

- 2) **SOILS:** This section should address the types of soils and geology in the area and their susceptibility to leaching of herbicide and vulnerability to mowing and grazing, which may lead to erosion.

Submit a soils map and a description of the major soils and or geology within the project area. The soils map must be readable and include a legend. Show the project boundaries, including legal descriptions, treatment application area and soils vulnerable to pesticide leaching and/or vulnerable to grazing practices. If there are vulnerable soils, address the practices, which will be used to mitigate impacts.

Resources:

Natural Resources Conservation Service (local office)
County Conservation District (local office)
County Extension Office (local office)

- 3) **SURFACE AND GROUND WATER:** This section should address water quality, quantity, and distribution. Identify surface and ground water resources and include the location of wells with depths of 50 feet or less or wells that maybe susceptible to leaching on a map submitted with the application. Describe their relationship to herbicide applications. Include information on the size and type of surface water found in the project area (pond, marsh, intermittent stream, continuous stream) and how the surface and ground water resources were determined (hydrological map, well log data, etc.). Identify sensitive areas and indicate how impacts will be prevented or mitigated.

Resources:

MT Bureau of Mines and Geology
Ground Water Information Center
Butte, MT 59701
Phone: 406-496-4336

DNRC Water Resources Division
9th Avenue [PO Box 201601]
Helena, MT 59620-1601
Phone: 406-444-6601

MT Dept. of Environmental Quality
Planning, Prevention, & Assistance Div.
Impacts Assessment Bureau
P.O. Box 200901
Helena, MT 59620-0901
Phone: 406-444-5310

Montana State University
Extension Service
Leon Johnson Hall
Bozeman, MT 59717
Phone: 406-994-3515

4) **AESTHETIC VALUES:** Aesthetics can be defined as a pleasing appearance or effect as seen or perceived by an individual. This makes an assessment of aesthetic values very subjective. The applicant should determine what is aesthetically pleasing about the project and describe what the impacts of herbicide, burning, grazing, mowing, or other weed control practices will have and address how these impacts will be mitigated.

Resources:

Natural Resource Conservation Service (local office)
Forest Service (local office)
Bureau of Land Management (local office)

5) **AIR QUALITY:** Please describe how the air quality in the project area may be impacted and how these impacts will be mitigated. For example: If burning, soil tillage, or herbicide operations will be used, describe how you would prevent or lessen the impact of the smoke, dust, or drift to the adjoining property owners. **Note:** herbicide application temporarily reduces air quality.

6) **DEMANDS ON WATER, AIR, & ENERGY:** Weed control methods may use water for mixing or irrigation, may disturb air quality for brief periods of time, and utilize fossil fuels. The proposed project could make increased demands on the environmental resources of water, air, and energy, please discuss these effects and address how they will be mitigated.

7) **FISH AND WILDLIFE HABITAT:** This section should address the potential for effects from weed control actions on fish and wildlife habitat. Will the use of an herbicide, grazing, tillage, or other control actions for noxious weed management affect the habitat of a fish or wildlife species currently using the project area? The effect of the control action may be negative, positive or neutral. Examples of populations that might be affected include big game species (elk, pronghorn), upland game birds (sage grouse, sharp-tail grouse), and non-game birds (any number of species depending on habitat and geographical location, i.e. - long-billed curlew, meadowlark, sage thrasher, Brewers sparrow, longspurs). If the information is available, include a fish and wildlife species list (even a partial list will be useful) for the project area or consider developing a species list during the course of the project.

Resources:

MT Dept. of Fish, Wildlife and Parks
1420 East 6th Avenue
P.O. Box 200701
Helena, MT 59620-0701
Phone: 406-444-2535

U.S. Forest Service (local office)
Bureau of Land Management (local office)

8) **TES - THREATENED, ENDANGERED OR SENSITIVE SPECIES:** Effects on species listed under the Federal Endangered Species Act (ESA) or species listed as sensitive by the Montana Natural Heritage Program (NHP): If a TES species (threatened, endangered or sensitive) occurs on or near a project area, will the use of a herbicide, grazing, tillage, or other control action for noxious weed management have an adverse, positive or neutral effect?

Provide a list of TES species that occur on or near the project area. Provide a letter from the Natural Heritage Program on the presence or absence of Threatened, Endangered, or Sensitive Species in the project area. Provide a map that shows the locations of TES species on or near the project area.

Discuss any impact or lack of impact that may occur to these species as a result of noxious weed control actions. Provide a discussion of mitigating measures that will be used to prevent or reduce the impact of weed control activities to TES species. Describe how project participants will be trained to recognize TES species that occur in or near the project area and understand actions required to avoid adverse effects.

Resources:

MT Natural Heritage Program
1515 East 6th Avenue
P.O. Box 201800
Helena, MT 59620-1800
Phone: 406-444-5354

U.S. Forest Service (local office)
Bureau of Land Management (local office)

9) **HISTORICAL AND ARCHEOLOGICAL SITES:** A local historical society or the Montana Historical Society should be able to provide information on local features of historical or archeological importance to the area. Please provide a letter from either of these sources with the information they provided. Burning and some mechanical weed control methods may cause impacts to these sites. Please indicate how these impacts will be mitigated.

Resources:

Montana Historical Society
1410 8th Ave.
P.O. Box 201202
Helena, MT 59620-1202
Phone: 406-444-2694

Local County Museum

APPENDIX C:

Noxious Weed Trust Fund Grant Program

SPECIFIC REQUIREMENTS FOR PROJECT PROPOSALS

Grant Hearings

The Noxious Weed Management Advisory Council will hold hearings to review grant requests and make funding recommendations to the Director of the Department of Agriculture. Grant applicants are required to make a presentation to the Advisory Council at the hearings.

Hearings will be held in **Billings** on **March 3-7, 2008**. Applicants will be notified of the facility, time, and date of their presentation after the application deadline.

A *local cooperator* from each project area is encouraged to attend the hearing and present the proposal to the Advisory Council. Agency personnel may want to be available to answer specific questions as well.

- 1) Limit your presentation to ten minutes and give the Advisory Council an opportunity to ask questions.
- 2) Slides, Power Point, and maps are useful to show the area and scope of the weed problem and other vegetation in the area; before and after photo points for on-going projects should be presented.
- 3) A slide projector and overhead projector will be available at the hearings. ***If you are planning to use a Power Point presentation you must submit the presentation to the Department two weeks prior to your hearing date so that we may download it to our equipment. You will not be allowed to use your own equipment for this type of presentation. It is too time-consuming to allow each individual to set up their own equipment.*** Other special equipment needs should be requested prior to the meeting date.

A large, readable map showing land ownership, weed infestations, and control (management) plans within the project is beneficial to the Advisory Council during your presentation.

All Grant Proposals

SUBMIT – 1 Original grant proposal, 16 copies, and an electronic copy on a CD.

The application copies are required for Advisory Council members to review each project.

◆ If an original topographical map is used for showing the project boundaries, smaller copies may be used for the additional copies. **Please use white paper only.**

Important Note: All grant applications should be submitted in the **exact** order outlined and all pages should be numbered sequentially. Do not add a cover sheet to the application; the top page of the application should be the Application Cover Page form (NW-1A). The Advisory Council reviews a large number of applications and having all applications in the same order helps the Council find needed information for each proposal in a timely manner.

- ☒ Submit your completed and signed Application Check List for 2008 with your original grant application only.
- ☒ Incomplete proposals will be returned to the applicant.
- ☒ **ALL** grant applications must be postmarked by **December 3, 2007**.

New Grant Proposals

New (not previously funded) project proposals must include:

- 1) A completed Montana Noxious Weed Grant Program Application – Cover Page (NW-1A) as the top page of the proposal.
- 2) Completed Contributors List for Matching Funds form (NW-1B).
- 3) Completed Budget Detail form NW-2A for grant funds and actual matching funds.
- 4) Herbicide and Application Costs Sheet (NW-3A) for each year funding is requested and if applicable, Seed and Application Cost Summary Sheet (NW-3B) **[LOCAL COOPERATIVE projects only]**.
- 5) A written project proposal (see Description of the Project, page 5-08).
- 6) A county map detailing project area location. Use of the NRIS website, <http://nris.mt.gov/mapper> is recommended.
- 7) Environmental Assessment Worksheets, at the end of Appendix A.
[NEW LOCAL COOPERATIVE projects only]
Note: Only one copy of the environmental assessment worksheets is required. This should be attached to the original grant application.

Continuing and Previously Funded Grant Proposals

Continuing (on-going grant that was funded last fiscal year) and *Previously Funded* (more than two years since last funded) project proposals must include:

- 1) A completed Montana Noxious Weed Grant Program Application – Cover Page (NW-1A) as the top page of the proposal.
- 2) Completed Contributors List for Matching Funds form (NW-1B).
- 3) Completed Budget Detail form NW-2A for grant funds and actual matching funds.
- 4) Herbicide and Application Costs Summary Sheet (NW-3A) for each year funding is requested and if applicable, Seed and Application Cost Summary Sheet (NW-3B) **[LOCAL COOPERATIVE projects only]**.
- 5) A description of the project history, activities completed to date, specific objectives and methodology (page 5-08), and time schedule. Include a clear explanation of what on-going weed activities have taken place since your last grant funding.
- 6) A county map detailing project area location. Use of the NRIS website, <http://maps2.nris.mt.gov/mapper> is recommended.
- 7) Environmental Information, only if **additional land** has been added to the project area or there has been a **change in herbicide type, rates, grazing management, or other management techniques** (see Environmental Assessment Worksheets at the end of Appendix A).

Note: Only one copy of the environmental information is required. This should be attached to the original application.

Local Cooperative Weed Management Projects

- ❶ All local cooperative project areas must be part of a county or reservation noxious weed management plan. Current county management plans must be on file with the Department.
 - ◆ Grant funds must be distributed through a government agency (i.e. weed district, reservation, conservation district, university, etc.).
 - ◆ Explain how the project supports the state and countywide weed management plan.
 - ◆ Funding of project coordinators is not permitted.
- ❷ A local individual must be identified as the project coordinator to provide leadership for the duration of the project. All correspondence will be addressed to this person, with copies sent to others as requested. The contract must be signed by the project coordinator and the appropriate weed district or agency official or their designee. The signature of the county commission chair is also required unless other county officials or representatives have been authorized to sign contracts. Appropriate authorities (chairman of tribal council or designee) must sign the grant contracts for the reservations
- ❸ Documentation of cooperation with all landowners in the project area should accompany the grant request. A local cooperative project must have at least three cooperating adjacent landowners.
 - ◆ List all project cooperators, including participating state and federal agencies and corporations.
 - ◆ Mapping of the area should be completed. Include target weed infestations with the total acreage of each noxious weed, areas previously treated, and areas to be treated over the term of the project. Maps should include land ownership and noxious weed infestations. A small general county map should be included in the application to show where the project is located within the county and how the project fits in with the county plan. Please include a legend that clearly identifies any marks, colors, or symbols on the map. Use of the NRIS website, <http://maps2.nris.mt.gov/mapper> is recommended.
- ❹ All grant requests must have completed Budget Detail form NW-2A. **Round All Figures To The Nearest Dollar**. The maximum grant dollar request is \$75,000.
 - ◆ Projects will be funded only if matching funds are available from the project sponsors and cooperators.
 - ◆ Grant recipients are required to pay 50% of actual herbicide costs and 50% of commercial application costs. Grants funded for more than 4 years may be funded at a lower rate than the 50%.
 - ◆ All matching funds that are part of another government (federal, state, county, city) cost-share program must be specifically outlined in the grant proposal (i.e. NRCS for fencing, revegetation, water development, CRP, etc.).
 - ◆ All requests to purchase equipment with grant monies must be justified in the financial narrative. Once the grant contract is complete, ***all equipment will become the property of the project sponsor.***
 - ◆ Indirect costs are not paid with grant funds. They may be counted as matching funds.
- ❺ Be specific when outlining weed management methods. *An integrated weed management program is given priority in the evaluation and funding process.*
 - ◆ Outline all weed control methods to be used. Explain how mowing, grazing, hand pulling, etc. will be accomplished.

- ◆ Give rates and timing of all herbicide applications. List herbicide and application costs for each herbicide used in the project on the Herbicide and Application Costs form (Form NW- 3A). Include the total acres in the project and the total acres to be treated. Form NW-3A should summarize all acres and herbicides of all landowners. Give rates, seed mixture and application costs for each seed mixture used in the project on the Seed and Application Costs form (Form NW-3B).

The proposal should list the application equipment available to the project participants and the weed control efforts accomplished in the past on lands included in the grant proposal.

- ◆ All commercial and governmental pesticide applicators must be properly licensed to apply herbicides.
 - 1) All landowners must have a farm applicator license if they will be using a restricted use herbicide (such as Tordon) in the project area.
 - 2) Verification of proper licensing will be required in all operational reports.
- ◆ Address proper use of herbicides, grazing, and other management techniques in environmentally sensitive areas.
- ◆ Explain which species of biological weed control agents will be used, how biological control insectaries will be established and where insects will be obtained. Normally, the Noxious Weed Trust Fund does not fund the purchase of biological controls.
- ◆ A statement should be included that indicates whether the treated area will have sufficient vegetative cover following weed control to provide suitable productivity and control of soil erosion. A written evaluation from a range specialist would be useful.
 - 1) In an urban or suburban situation range condition is generally not a factor; the applicant need not address this issue except to the extent that soil erosion may be a potential factor.

⑥ All proposals must address environmental concerns of the project area.

- ◆ Submit the Environmental Assessment Worksheets at the end of Appendix A with your original application (copies are not required).
- ◆ Help completing this form can be obtained by contacting your local weed district, conservation district, extension office, local Natural Resource Conservation Service (NRCS), Montana State University (MSU) or the MDA. See Appendix C for the resources list.
- ◆ If this is a continuing grant that was funded last fiscal year, please include environmental information only if additional land has been added to the project area or if there has been a change in herbicide type, rate, grazing management, or other management techniques.

⑦ All projects should describe educational and evaluation portions of the program.

- ◆ Describe what tours and other educational programs will be implemented as the project progresses.
- ◆ Long-term monitoring and evaluation of all projects should be built into the proposal, including development of photo points or vegetation surveys. Outline documentation of evaluation for the project in the proposal.

⑧ Outline the cooperators long-term commitment to the project.

- ◆ How will the project be maintained after the funding from the grant has been completed?

Education and Research Projects

Including Non-chemical, Biological, and Demonstration

- ❶ Creative proposals for investigating new techniques for weed management are encouraged by the Noxious Weed Management Advisory Council.
- ❷ All grant monies will generally be distributed through a government agency (i.e. - weed district, reservation, conservation district, university, etc.)
- ❸ One person must be identified as the project coordinator to provide leadership for the duration of the project. All correspondence will be addressed to this person, with copies sent to others as requested.
- ❹ Documentation of cooperators should accompany the grant request.
- ❺ Education and research proposals are not required to submit environmental information in support of the project. All proposed pesticide research activities must comply with federal regulations under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA).
- ❻ All grant requests must be accompanied by a completed Budget Detail (Form NW-2A). Explain and justify all labor, travel, equipment, materials, educational material, support staff, etc. in the appropriate areas of the budget form. Salaries and benefits on form NW-2A are for research projects only. ***Round all figures to the nearest dollar.***
 - ◆ Actual matching funds are highly encouraged for your grant proposal.
 - ◆ All requests to purchase equipment with grant monies must be justified in the financial narrative.
 - ◆ Continued funding for long-term projects is based on yearly project reports provided by the project sponsor and evaluations conducted by the MDA.
 - ◆ Generally projects are not funded for more than four years.
 - ◆ Indirect costs are not paid with grant funds, but they may be counted as matching funds.
- ❼ Long-term evaluation and measurable results of the project success should be clearly described in the proposal.

APPENDIX D:

Noxious Weed Trust Fund Grant Program

ADDITIONAL GRANT INFORMATION

A Guide to Successful Grant Applications

❑ **Local Cooperative Project** areas should have at least one year of planning, organization and implementation prior to application. Weed mapping should be completed. Projects must include at least three cooperating adjacent landowners and emphasize an integrated weed management program. Specific environmental information is required and it is useful to collect this information early in the project development. Appendix C, page 28-08, gives specific guidelines for writing a local cooperative project proposal. Complete the grant application in the format required on page 3-08. Do not omit any requested information. The Application Check List is located in Appendix A.

❑ **Educational Projects** should target new audiences with current noxious weed information or create weed education material that can be used statewide or area wide, such as western area. Clearly outline the goal of the project and how activities will be completed. Appendix C, page 30-08, gives specific guidelines for writing an educational proposal. Complete the grant application in the format required on page 3-08. Do not omit any requested information. The Application Check List is located in Appendix A.

❑ **Research Projects**, including non-chemical research and demonstration, should target new and innovative weed management techniques and must clearly outline the goal of the project and how activities will be completed. Appendix C, page 30-08, gives specific guidelines for writing a research proposal. Complete the grant application in the format required on page 3-08. Do not omit any requested information. The Application Check List is located in Appendix A.

◆ The project sponsor (weed district, reservation, conservation district, etc.) and the **project coordinator** must be clearly identified. ***All correspondence will be addressed to the project coordinator.*** If other individuals need copies of correspondence, please note this under separate cover.

◆ Applicants must provide some matching funds in actual dollars. The Noxious Weed Management Advisory Council requires a 50:50 match in actual dollars spent for herbicides and commercial application costs. The cost for fencing will not be allowed, as it is considered a capital improvement and the Trust Fund will not fund herbicide for cropland practices

Important Points to Remember:

- ❶ There is no reimbursement for costs incurred prior to final signing of the contract. The final contract is effective after the last signature and date.
- ❷ The Noxious Weed Trust Fund Program does not pay indirect costs, but they may be counted as matching funds.
- ❸ There will be no grant administration fee for Trust Fund projects this year.
- ❹ The maximum grant dollar that can be requested for the one year application is \$75,000. The matching dollars do not have a set limit.
- ❺ The program is a competitive, reimbursable grants program. The recipient can request up to twenty-five percent (25%) of grant funds to help with start-up costs of the project, then all funds will be paid based upon actual expenditures and work performed. Ten percent (10%) of the final grant funds will be withheld pending receipt of the final financial and narrative reports, including appropriate project evaluation, to the Department.

- ⑥ Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of proposals to the Advisory Council.
- ⑦ Counties are expected to have an active local weed district funded at a 1.6 mill level, an equivalent amount from another source, or \$100,000 for Class I counties and a current noxious weed management plan on file with the Montana Department of Agriculture. Reservations may submit or reference management plans from the county where they are located, multiple county plans, or their specific reservation weed management plan.
- ⑧ Explain in the project narrative how your project directly supports the Montana Weed Management Plan.
- ⑨ Please use the correct application form and all attached forms. Submit your grant exactly as outlined in the Required Format for Grant Proposals on page 3-08. This helps the Noxious Weed Management Advisory Council review the many grant applications received in a fair manner and allows them to find information on your grant quickly during the grant hearings.

All grant applications must be postmarked by **December 3, 2007**. The grant hearings will be held **March 3-7, 2008 in Billings, MT**. Grant applicants will be notified of the facility, date, and time of their presentation after the application deadline.

Special General Funding

These funds are to help mitigate the impact of noxious weeds on private and state lands (except Fish, Wildlife & Parks land) as a result of the activities of the Montana Department of Fish, Wildlife & Parks (FWP). If you are applying for these funds, please check the box indicating Special General Funding on the application form and explain the impacts to be mitigated in detail in the description of the project. Examples of areas that may be impacted by FWP activities include: wildlife grazing & wintering areas; recreation areas; and waterways.

Cooperative Forestry Assistance Funding

USDA Forest Service funds support this program to help manage private, tribal, and non-federal public land invasive plant [noxious weed] infestations. Requested funding must be used for weed management within established Weed Management Areas (WMAs) on private, tribal, and state lands in areas associated with federal lands that have active weed management programs. Lands within the project must include at least ten percent (10%) tree cover. Weed management programs funded must focus on state-listed noxious weeds and encourage cooperation between state, tribal, and private landowners to reduce the introduction of noxious weeds and newly introduced weeds. If you are applying for these funds, please check the box indicating Cooperative Forestry Assistance on the application cover page and explain how your program fits the listed criteria in your project description on page 4-08.